

ARIZONA DEPARTMENT OF EDUCATION

Jaime A. Molera
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
1535 West Jefferson
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(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 03-017

TO: Charter School Administrators, Directors, Principals

FROM: Maggie Singler

DATE: November 14, 2002

SUBJECT: November 15, 2002 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The November 15, 2002 apportionment reports for your charter school are posted on your charter school's home page on the ADE web site <http://www.ade.az.gov/districts>. Hard copies of these reports will not be mailed. If you need help finding or viewing these reports please call your county's Regional Training Center (RTC). The phone number for your county's RTC can be found at <http://www.ade.az.gov/rtc>. If you have any questions regarding the content of your reports please e-mail the School Finance inbox at SchoolFinance@ade.az.gov.

All eligible charter schools have been paid based on student lists submitted by September 20, 2002.

In the event that you did not receive a November 15, 2002 payment, it may be due to missing or late submitted forms and/or student lists. In addition, if the banking forms were not submitted to the state treasurer's office or Charter contracts were not signed, a payment will not be issued.

Future payments will be based on the 40th and 100th day SAIS information submitted by your Charter. Until your charter reaches 40th day plus 12 days, payments will be based upon September 20, 2002 enrollment lists. If you have questions about student counts or other required information please call **Rose Whelihan at (602) 542-8240** or e-mail at: rwhelih@ade.az.gov.

Adjustment for Audit Service expenditures has been made in the November payment. In order to be eligible for the increase, charters must have successfully submitted a FY2001 AFR and FY2003 Budget Worksheets that included Non-Federal Audit Services Expenditures. If you did not receive the adjustment and expected to receive it, please check FY2001 AFR and/or FY2003 Budget Worksheet file status.

If you have any concerns regarding your equalization calculation or payments please contact me at (602) 542-8244 or be email at msingle@ade.az.gov.

November 14, 2001